

Action History (UTC-06:00) Central Time (US & Canada)

Submit

by Ezhilan, Mano 11/14/2022 9:55:15 AM (Start)

Approve

by Ezhilan, Mano 11/14/2022 9:58:46 AM (Approver Review)

- The task was assigned to Ezhilan, Mano 11/14/2022 9:55:16 AM

Approve

by Ezhilan, Mano 11/14/2022 9:59:00 AM (Back Office Review)

- The task was assigned to FDP-9 Back Office Review 11/14/2022 9:58:47 AM
- Ezhilan, Mano assigned the task to Ezhilan, Mano 11/14/2022 9:58:57 AM

# FDP-9 Report of Missing, Stolen & Found



TEXAS A&M  
UNIVERSITY

**Requestor Name**

Ezhilan, Mano

**Requestor Email**

manoezhilan@tamu.edu

**Agency Name \***

Texas A&M University System

**Department Code \***

01 AIAG

**Date**

11/14/2022

**Choose Circumstances Regarding Property \***

☐ Missing ☐ Stolen ☒ Found

**Asset Description \*****Asset Number \***

1234567890

**Serial Number \***

77ihgcjkgh



Signature Stamp

**Acquisition Cost \***

\$

**Acquisition Date \*****Date of Discovery \***

Names of last person(s) in custody of asset

**Please explain \*****Found**

Complete this section and forward to TAMU Property Management

**Bldg.# \***

dh

**Room \***

43

**Group****Other location****Date \***

11/14/2022

Our investigation of the circumstances surrounding the disappearance of the state property listed herein indicates reasonable cause to believe that the loss, destruction, or damage to this property was through negligence of the person(s) charged with the care and custody of this property and is, therefore, being reported as required by Tex. Gov't Code Ann. sec. 403.276(a) and (b). \*

☐ Yes ☒ No

Our investigation of the circumstances surrounding the disappearance of the state property listed herein indicates that the person(s) charged with the care and custody of this property was (were) not negligent to the extent indicated in Tex. Gov't Code Ann.sec. 403.276(a) and (b). \*

☐ Yes ☒ No

Instance ID

**Choose Circumstances Regarding Property \***

☐ Missing ☒ Stolen ☐ Found

**Asset Description \***

tet

**Asset Number \***

**Serial Number \***

Signature Stamp

**Acquisition Cost \***

\$ 345,645.00

**Acquisition Date \***

11/10/2022

**Date of Discovery \***

11/14/2022

**Names of last person(s) in custody of asset**

**Please explain \***

test

**Stolen**

**Original police incident report must be attached \***

FDP9 FORM.pdf

389.33KB

**Found**

Complete this section and forward to TAMU Property Management

Instance ID

Approver

Instance ID

**DepartmentHead/Director Email \***

manoezhilan@tamu.edu

**DepartmentHead/Director Name \* (?)**

Ezhilan, Mano

**DepartmentHead/Director Signature**

Mano

**Date**

11/14/2022

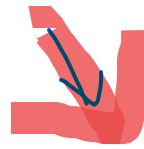
Back Office Review

Back Office Signature\*

*Mano*

Date

11/14/2022



Signature Stamp

**FDP-9 Report Of Missing or Stolen** *OR Found*  
TEXAS A&M UNIVERSITY PROPERTY MANAGEMENT  
Mail Stop 6000 - [Property@tamu.edu](mailto:Property@tamu.edu)  
(Revised 11/09)

☐ TAMU   ☐ TAMUG   ☐ TAMUS   ☐ TAMHSC   ☐ TDEM   ☐ TAMSSC

Department/Sub Department Code: \_\_\_\_\_ Date: \_\_\_\_\_

Asset #: \_\_\_\_\_ Serial #: \_\_\_\_\_

Asset Description: \_\_\_\_\_

Acquisition Cost: \$ \_\_\_\_\_ Acquisition Date: \_\_\_\_\_

Date of Discovery: \_\_\_\_\_

Names(s) of last person(s) in custody of asset: \_\_\_\_\_

Choose Circumstances Regarding Property: ☐ Missing ☒ Stolen

Please explain: \_\_\_\_\_

**If Stolen:** *Original police incident report must be attached.*

**If Missing:** The following investigative steps must be completed:

Note Date Completed

- Physical search of last known location and surrounding area. \_\_\_\_\_
- Question last person(s) in custody of asset. \_\_\_\_\_
- Follow up on any leads. If informed that asset was transferred to another department, then contact department and attempt to confirm transfer. \_\_\_\_\_
- Department Head/Director contacts departmental employees to solicit aid in searching for asset and takes corrective actions to more fully secure assets. (*Attach documentation.*) \_\_\_\_\_

**Signature:** To be Completed by Department Head/Director:

Please check one box. If applicable, indicate "unable to determine" here:



Our investigation of the circumstances surrounding the disappearance of the state property listed herein indicates reasonable cause to believe that the loss, destruction, or damage to this property was through negligence of the person(s) charged with the care and custody of this property and is, therefore, being reported as required by Tex. Gov't Code Ann. sec. 403.276(a) and (b).



Our investigation of the circumstances surrounding the disappearance of the state property listed herein indicates that the person(s) charged with the care and custody of this property was (were) **not** negligent to the extent indicated in Tex. Gov't Code Ann. sec. 403.276(a) and (b).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Head/Director Signature

**If Recovered:** Complete this section and forward to TAMU Property Management MS6000.

Location: Bldg.#: \_\_\_\_\_ Room: \_\_\_\_\_ Group: \_\_\_\_\_ *ADD'S Other Location:*

\_\_\_\_\_  
Date

X

\_\_\_\_\_  
Department Head/Director Signature